

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

9

December 21, 2004

**FROM: THOMAS R. LAURIN, DIRECTOR
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT**

**SUBJECT: CONTRACT WITH THE FOUNDATION FOR CALIFORNIA STATE UNIVERSITY
AT SAN BERNARDINO, DBA INLAND EMPIRE CENTER FOR
ENTREPRENEURSHIP TO PROVIDE TECHNICAL ASSISTANCE, MULTI-
DISTRICT**

RECOMMENDATION: Approve contract with the Foundation for California State University at San Bernardino, dba Inland Empire Center for Entrepreneurship (IECE) in the amount of \$30,000 to provide one-on-one technical assistance to microenterprise businesses throughout the County, for the period of January 1, 2005 through September 30, 2005, under the County's Small Business Technical Assistance Program.

BACKGROUND INFORMATION: Each year the County receives an entitlement grant under the Community Development Block (CDBG) program for funding activities that benefit low-and moderate-income persons. On August 17, 2004 (Item 67) the Board of Supervisors allocated \$30,000 in the 2004/05 Consolidated Plan for the Inland Empire Center for Entrepreneurship (IECE). The CDBG funding will permit IECE to provide business development assistance in the areas of general and financial management, and starting a business.

The recommended action will approve a \$30,000 contract to provide individualized assistance in business planning and business development assistance for microenterprise businesses (having five (5) or fewer owners and/or employees) located in the communities served by the County's CDBG program. The businesses referred to IECE are primarily through the County's Small Business Enhancement Loan Program. IECE provided assistance to more than thirty (30) clients from San Bernardino County in FY 2003-04 and is anticipated to surpass the number assisted during the upcoming contract period. The IECE provides consulting services at no cost to microenterprise businesses and potential business owners. The contract specifies the recommended terms and assurances necessary for compliance with County requirements and CDBG program regulations.

REVIEW AND APPROVAL BY OTHERS: This contract was reviewed and approved by the County Administrative Office (Patricia M. Cole, Administrative Analyst III 387-5346) on November 23, 2004; by County Counsel (Michelle D. Blakemore, Deputy County Counsel 387-5455) on December 13, 2004; and the Department of Economic and Community Development (David M. Larsen, Contract Compliance Designee 388-0959) on December 14, 2004.

Record of Action of the Board of Supervisors

9

**CONTRACT WITH THE FOUNDATION FOR CALIFORNIA STATE UNIVERSITY AT SAN
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Page 2 of 2

9

FINANCIAL IMPACT: CDBG funds in the amount of \$30,000 have been allocated to this project and have been included in the Department's FY 2004-05 Budget, (SBW-ECD). This action has no effect on the County General Fund.

COST REDUCTION REVIEW: The County Administrative Office has reviewed and approved this agenda item and concurs with the Department's proposal and recommends this action based on the contract being fully funded by CDBG federal funds.

SUPERVISORIAL DISTRICT(S): All.

PRESENTER: Thomas R. Laurin, Director, 388-0808.

9